



CITY OF ATLANTA

Kasim Reed
Mayor

SUITE 1900
55 TRINITY AVENUE, SW
ATLANTA, GA 30303
(404) 330-6204 Fax: (404) 658-7705
Internet Home Page: www.atlantaga.gov

DEPARTMENT OF PROCUREMENT
Adam L. Smith, Esq., CPPO, CPPB, CPPM, CPP
Chief Procurement Officer
asmith@atlantaga.gov

January 22, 2015

Dear Potential Proponents:

Re: FC-7839, Citywide Asbestos Abatement

Attached is one (1) copy of **Addendum Number 1**, which is hereby made a part of the above-referenced project.

For additional information, please contact Mr. Art Smalls, Contract Officer, at (404) 865-8521 or by email at asmalls@atlantaga.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Adam L. Smith".

Adam L. Smith

ALS/as

ADDENDUM NO. 1

This Addendum No. 1 forms a part of the Request for Proposals and modifies the original solicitation package and any prior Addenda as noted below and is issued to incorporate the following:

- **Response to Questions:** Total of 12 questions.
- **The OCC requirements omitted from original solicitation document, but made available to the Pre Proposal Conference held on January 13, 2015. Please refer to Attachment No. 1.**
- **The cost proposal has been modified. Please refer to attachment No. 2.**
- **The scope of services has been modified. Please refer to attachment No. 3.**

The Proposal due date **HAS been modified** and Proposals are due on **Wednesday, February 4, 2015** and should be time stamped in no later than **2:00 P.M. EST** and delivered to the address listed below:

Adam L. Smith, Esq., CPPO, CPPB, CPPM, CPP
Chief Procurement Officer
Department of Procurement
55 Trinity Avenue, S. W.
City Hall South, Suite 1900
Atlanta, Georgia 30303

****All other pertinent information is to remain unchanged****

**FC-7839, Citywide Asbestos Abatement
Addendum No. 1
January 22, 2015
Page 3**

Acknowledgment of Addendum No. 1

Proponents must sign below and return this form with Proposal response to the Department of Procurement.

Proponents must sign below and return this form with Proposals to the Department of Procurement, 55 Trinity Avenue, City Hall South, Suite 1900, Atlanta, Georgia 30303 as acknowledgment of receipt of this Addendum.

This is to acknowledge receipt of **FC-7839, Citywide Asbestos Abatement** on this the _____ day of _____, 20__.

Legal Company Name of Proponent

Signature of Authorized Representative

Printed Name

Title

Date

Attachment No. 1

1. Question

Due to the fact that some projects may require the complete removal of windows, will the abatement contractor be required to board up the windows and doors once the abatement is complete?

Answer

Yes. Only the doors or windows that require removal.

2. Question

Will the City consider adding a Mobilization Cost to the "Bid Schedule" to offset for the small quantities of asbestos-containing materials typically found in residential structures?

Answer

No.

3. Question

The Workers' Compensation insurance carrier has a AM Best Financial Size category of VIII or 8 (\$100 - \$250 Million). The request for proposal states the Financial Size Category cannot be less than Class IX or 9 (\$250 - \$500 Million). Size VIII usually satisfies the requests we see from Owners, Municipalities, etc. Can the City can waive this requirement?

Answer

The category can be VIII.

4. Question

Asbestos Abatement Liability (Section F) is included with the Pollution Liability coverage on your policy which provides 5M in coverage. The insurance requirement is asking for project specific insurance. Can this requirement be waived as well given the above fact.

Answer

If awarded, the contractor should have the agent provide documentation that the Asbestos abatement liability is covered under your pollution policy.

5. Question

Does the City require submittal of the Certificates of Insurance (and proof of Naming the City as an Additional Insured) with the proposal, or will this be something that will be allowed to be submitted upon the award of the RFP, prior to commencement of any work?

Answer

The Certificate of Insurance is only submitted at the time of award.

6. **Question**

Clarification needed on 3.2.2.1.1 Resumes; RFP states only wants Resumes for:

- Project Manager
- Superintendent
- QC

Do you only want these three resumes shown in the response or do you want Support Staff shown within the response as well?

Answer

Yes. Only the resumes of the Project Manager, Superintendent and QC should be included.

7. **Question**

Clarification needed - Item 3.2.2.1.3 states a minimum of three references are required and then directs us to Form 7. Form 7 states at least five references are required. Further, Form 7 appears to be a reference request for the FIRM not for the proposed personnel. Please clarify the following: Please clarify how many references want shown for the proposed personnel resumes.

Answer

The references are for the firm not for the personnel. Please submit three (3) references.

8. **Question**

Clarification needed on Part 2 – Contents of Proposals/Required Submittals

Item 1 states "Proposal will consist of two (2) separate documents" – CLAIRIFICATION NEEDED because if Informational Proposal is to be submitted in two (2) volumes and the Cost Proposal is to be submitted separately (as stated throughout the RFP as well as on the checklist) the Respondent would be required to submit THREE (3) separate documents. PLEASE CONFIRM that THREE SEPARATE are required for this response

Answer

Yes. Volume 1 is the informational, Volume 2 consist of required submittals, and the Cost Proposal in a separate envelope.

9. **Question**

What is a "redacted" version of the required CD? Specifically, what items do you want omitted for the second CD?

Answer

The redacted version of the CD should include all of the information from your proposal with the exception of company financials; or anything else which would be deemed proprietary to your company.

10. **Question**

Is there an Small/Woman/Minority participation goal on this project? If so, what is it?

Answer

This project contains the City of Atlanta's Small Business Enterprise Sheltered Market program. Please refer to Appendix A, Attachment No. 1.

FC-7839, Citywide Asbestos Abatement

Addendum No. 1

January 22, 2015

Page 6

11. Question

Are we required to use 12-point font and double spacing on the organization chart graphic that is requested in item 3.2.1.3.1? Given the level of detail to be shown following these restrictions will be difficult.

Answer

Yes. Please submit the organization chart in 12 point font and double spaced.

12. Question

May we use 11 x 17 sized page for the organization chart graphic that is requested in item 3.2.1.3.1 if it is folded down to fit within the 8.5 x 11 binder?

Answer

Yes.

ATTACHMENT NO. 1
OCC REQUIREMENTS

**(OMITTED FROM ORIGINAL SOLICITATION DOCUMENT,
BUT MADE AVAILABLE AT THE PRE PROPOSAL
CONFERENCE HELD ON JANUARY 13, 2015)**



CITY OF ATLANTA

Kasim Reed
Mayor

SUITE 1700
55 TRINITY AVENUE, SW
ATLANTA, GA 30303
(404) 330-6010 Fax: (404) 658-7359
Internet Home Page: www.atlantaga.gov

OFFICE OF
CONTRACT COMPLIANCE
Larry Scott
Director
L.scott@atlantaga.gov

January 13, 2015

RE: Project No.: FC#7839, Asbestos Abatement on Behalf of Code Compliance

Dear Prospective City of Atlanta Bidder:

The above referenced contracting opportunity has been designated for **competition by and between City of Atlanta Certified Small Business Enterprises (SBEs) only**. The Office of Contract Compliance (OCC) information is an integral part of every City of Atlanta bid. All Bidders are required to make efforts to demonstrate compliance with all program requirements at or prior to the time of Bid opening, or upon request by OCC. Sheltered market program requirements mandate that the successful City of Atlanta Certified SBE awardee self perform a percentage of the work scope associated with the contract. The successful proponent will receive participation credit for the dollar value of its' self performance. Bidders are required to ensure that all prospective subcontractors, vendors, suppliers and other potential participants are not denied opportunities to compete for work on a City contract and afford all firms, including Small Business Enterprises (SBE) opportunities to participate in the performance of the business of the City to the extent of their availability, capacity and willingness to compete. Pay close attention to the specific SBE sheltered market goals for this project and the SBE sheltered market program reminders listed on page 5.

Additionally, as the City of Atlanta is developing its Small Business Enterprise database, prime bidders are encouraged to utilize OCC's self certification application to achieve SBE certification. All firms interested in bidding on this project must be certified as a SBE with the City of Atlanta or have an application for SBE certification submitted to OCC no later than the date and time of the bid opening. City of Atlanta Certified SBE prime proponents must meet the size standards of the United States Small Business Administration Guidelines related to Business Consultants [see 13 C.F.R. § 121.201 (and further explained in 13 C.F.R. §§ 121.104 through 121.107)]. These requirements may be accessed via the internet by visiting: <http://ecfr.gpoaccess.gov/> and choosing "Title 56 – Remediation Services" from the browse-able drop down field.

If you have any questions about the information included in this section of the solicitation, please contact the City of Atlanta Office of Contract Compliance at (404) 330-6010.

The City of Atlanta looks forward to the opportunity to do business with your company.

Table of Contents

Policy Statement.....	1
Implementation of SBE Sheltered Market Policy.....	2
OCC Review of Bidder Submissions.....	2
SBE Sheltered Market Program Bid/RFP Submittals	2
Monitoring of SBE Policy	3
Implementation of EEO Policy	3
Monitoring of EEO Policy.....	3
First Source Jobs Program Policy Statement	3
Small Business Enterprise Goals for this Project	4
Small Business Enterprise Program Reminders.....	5
Covenant of Non-Discrimination (SBE1)	6
Subcontractor Contact Form (SBE 2).....	7
Small Business Enterprise Project Participation Plan (SBE 3).....	8
First Source Job Information (Form 4)	9
First Source Jobs Agreement (Form 5).....	10

CITY OF ATLANTA
SMALL BUSINESS ENTERPRISE SHELTERED MARKET
POLICY STATEMENT

It is the policy of the City of Atlanta to promote full and equal business opportunity for all persons doing business with the City. On a contract by contract basis, the director of the office of contract compliance in consultation with the Chief Procurement Officer will designate certain procurements as **sheltered market procurement opportunities**. The purpose of the Small Business Enterprise Sheltered Market Program is to ensure that the City of Atlanta has a robust race-neutral approach to promoting full and equal business opportunity for all persons doing business with the City of Atlanta. Additionally, The City seeks to promote the growth and development of small businesses through mandated self performance of minimum threshold portions of the scope of the contracting opportunities. The City believes this approach assists in its' effort to promote commerce by assisting SBEs to actively participate in the City's procurement process, and ensure that the City of Atlanta utilizes programs that provide it with the best possible resources. SBE sheltered market requirements and goals for this project are set forth on page 6.

Implementation of SBE Sheltered Market Policy

The sheltered market designation shall be made only when there is a reasonable expectation that bids will be obtained from at least three responsible COA certified SBEs and that the award will be made at a fair market price. The director of the Office of Contract Compliance and Chief Procurement Officer may agree, with consultation and agreement with the Commissioner of the user agency or his or her designee, to designate certain contracts of a pre-determined expected dollar value for **competition by and between SBEs only**, except for those contracts pertaining to Municipal Street Systems, as described in O.C.G.A. § 32-4-1 et seq., pertaining to public works construction as described in O.C.G.A. § 36-91-1 et seq. or other projects for which a sheltered market would conflict with state law. A sheltered market procurement of a single acquisition or a class of acquisitions may be total or partial. The director of the Office of Contract Compliance and the Chief Procurement Officer may designate a portion of an acquisition as a sheltered market procurement, except for construction.

OCC Review of Bidder Submissions

The Office of Contract Compliance shall determine whether a Bidder has satisfied "certified SBE prime proponent" requirement of the sheltered market program. All proponents for an SBE sheltered market procurement must be SBE certified by the Office of Contract Compliance or have an application pending on or before bid due dates. Where applicable, OCC will determine whether a certified SBE prime proponent has satisfied the good faith efforts requirement of section 2-1372 based on its review of the Covenant of Non Discrimination, the Outreach Efforts Documentation, the SBE Project Participation Plan, and its review of other relevant facts and circumstances. In reviewing the documents submitted by a Bidder to determine whether the Bidder has satisfied the good faith outreach practices requirement of this section, the Office of Contract Compliance will consider, among other things, the total project dollars self performed, subcontracted to, and/or expended for services performed by all businesses (including certified SBEs), whether such businesses perform Commercially Useful Functions in the work of the contract based upon standard industry trade practices, whether any amounts paid to Supplier businesses are for goods customarily and ordinarily used based upon standard industry trade practices, and the availability of certified SBEs within the relevant NAICS Codes for such Eligible Project.

Small Business Enterprise Program Bid/RFP Submittals

The Covenant of Non Discrimination, the Outreach Efforts Documentation (where applicable), and any other SBE Sheltered Market Project information required by OCC in the solicitation document must be completed in their entirety by each Proponent and submitted with the other required Bid/RFP documents in order for the Bid/RFP to be considered responsive. All SBE prime proponents seeking to receive participation credit must be certified by the City of Atlanta OCC, or have an application pending at the time of the solicitation due date. Failure to timely submit these forms, fully completed, will result in the Bid/RFP being considered as non-responsive, and therefore, excluded from consideration.

Monitoring Of SBE Sheltered Market Policy

Upon execution of a contract with the City of Atlanta, the successful bidder's SBE Sheltered Market Project Participation Plan will become a part of the contract between the bidder and the City of Atlanta. The SBE Sheltered Market Project Participation Plan will be monitored by the City of Atlanta's Office of Contract Compliance for adherence with the plan. The successful bidder will be required to provide specific information on a monthly basis that demonstrates the accuracy of reported self performance dollars and percentages, the use of subcontractors and suppliers where applicable as indicated on the SBE Sheltered Market Project Participation Plan. The failure of the successful bidder to provide the specific information by the specified date each month shall be sufficient cause for the City to evoke penalties as set forth in the City of Atlanta Code of Ordinances, Section 2-1373.

Implementation of EEO Policy

The City effectuates its EEO policy by adopting racial and gender work force availability for every contractor performing work for the City of Atlanta. These percentages are derived from the work force demographics set forth in the 2000 Census EEO file prepared by the United States Department of Commerce for the applicable labor pool normally utilized for the contract.

Monitoring of EEO Policy

Upon award of a contract with the City of Atlanta, the successful bidder must submit a Contract Employment Report (CER), describing the racial and gender make-up of the firm's work force. If the CER indicates that the firm's demographic composition does not meet the adopted EEO goals, the firm will be required to submit an affirmative action plan setting forth the steps to be taken to reach the adopted goals. The CER and the affirmative action plan, if necessary, will become a part of the contract between the successful bidder and the City of Atlanta. Compliance with the EEO requirements will be monitored by the Office of Contract Compliance.

First Source Jobs Program Policy Statement

It is the policy of the City of Atlanta to provide job opportunities to the residents of the City of Atlanta, whenever possible. Every contract with the City of Atlanta creates a potential pool of new employment opportunities. The prime contractor is expected to work with the First Source Jobs Program to fill at least 50% of all new entry-level jobs, which arise from this project, with residents of the City of Atlanta. For more specific information about the First Source Jobs Program contact:

**Michael Sterling
Interim Executive Director
First Source Jobs Program
Atlanta Workforce Development Agency
818 Pollard Boulevard
Atlanta, GA 30315
(404) 546-3001**

Small Business Enterprise Sheltered Market Goals for this Project

Project No.: FC# 7839, Asbestos Abatement on Behalf of Code Compliance

The FC# 7839, Asbestos Abatement on Behalf of Code Compliance project has been designated as a sheltered market opportunity for certified small business enterprises (SBEs). Therefore, there will be no mandatory subcontractor participation goals included in this solicitation.

All firms interested in bidding on this project must be certified as a SBE with the City of Atlanta or have an application for SBE certification submitted to OCC no later than the date and time of the bid opening. City of Atlanta Certified SBE prime proponents must meet the size standards of the United States Small Business Administration Guidelines related to Business Consultants [see 13 C.F.R. § 121.201 (and further explained in 13 C.F.R. §§ 121.104 through 121.107)]. These requirements may be accessed via the internet by visiting: <http://ecfr.gpoaccess.gov/> and choosing "Title 56 – Remediation Services" from the browse-able drop down field.

If you have any questions about the information included in this section of the solicitation, please contact the City of Atlanta Office of Contract Compliance at (404) 330-6010.

Please be reminded that no Bidder shall be awarded a contract on an Eligible Project unless the Office of Contract Compliance determines that the Bidder has satisfied the good faith efforts requirement of section 2-1372 on such Eligible Project. Details of the OCC review process for determination of non-discrimination are detailed on pages 2 and 3 of this document.

Small Business Enterprise Sheltered Market Program Reminders

1. Certification. It is the prime contractor proponent's responsibility to verify that their own SBE certification and those included on their SBE Sheltered Market Project Participation Plans are current and valid. COA SBE certification with the City of Atlanta's Office of Contract Compliance may be obtained by filing with OCC a self-certification form or a letter or other documentation from the United States Small Business Administration that establishes that the firm qualifies as an 8(a) firm or HUBZone firm.
2. Reporting. The successful bidder must submit monthly SBE participation reports to the Office of Contract Compliance.
3. Subcontractor Contact Form. It is required that bidders list and submit information on all subcontractors they solicit for quotes, all subcontractors who contact them with regard to the project, and all subcontractors they have discussions with regarding the project. Failure to provide complete information on this form will result in your bid being declared non-responsive.
4. SBE Ordinance. The SBE Program is governed by the provisions of the SBE Ordinance set forth in the City of Atlanta Code Division 9 section 2 - 1356 through 2 -1377. The ordinance can be obtained from the City of Atlanta Clerk's Office at (404) 330-6032.
5. Supplier Participation. In order to receive full SBE credit, suppliers must manufacture or warehouse the materials, supplies, or equipment being supplied for use on the Eligible Project.

COVENANT OF NON-DISCRIMINATION

The undersigned understands that it is the policy of the City of Atlanta to promote full and equal business opportunity for all persons doing business with the City of Atlanta. The undersigned covenants that we have not discriminated, on the basis of a firm's revenue or employee size with regard to prime contracting, subcontracting or partnering opportunities. The undersigned further covenants that we have completed truthfully and fully the required forms SBE-2 and SBE-3. Set forth below is the signature of an officer of the bidding entity with the authority to bind the entity.

Signature of Attesting Party

Title of Attesting Party

On this _____ day of _____, 20____, before me appeared _____, the person who signed the above covenant in my presence.

Notary Public

Seal

FORM SBE-1

First Source Job Information

Company Name: _____

FC No.: _____

Project Name: _____

The following entry level positions will become available as a result of the above referenced contract with the City of Atlanta.

- 1.
- 2.
- 3.
- 4.
- 5.

Include a job description and all required qualifications for each position listed above.

Identify a company representative and contact phone number who will be responsible for coordinating with the First Source Jobs Program.

Company Representative: _____

Phone Number: _____

FORM 4

First Source Jobs Agreement

THIS AGREEMENT REGARDING THE USE OF THE FIRST SOURCE JOBS PROGRAM BY CONTRACTORS WITH THE CITY OF ATLANTA TO FILL ENTRY LEVEL JOBS is made and entered into by _____

This _____ day of _____, 201__.

The City of Atlanta requires the immediate beneficiary or primary contractor for every eligible project to enter into a First Source Jobs employment agreement. The contractor agrees to the following terms and conditions:

- The first source for finding employees to fill all entry level jobs Created by the eligible project will be the First Source Program.
- The contractor will make every effort to fill 50% of the entry level jobs created by this eligible project with applicants from the First Source Program.
- The contractor shall make good faith effort to reach the goal of this employment agreement.
- Details as to the number and description of each entry level job must me provided with the bid.
- The contractor shall comply with the spirit of the First Source Jobs Policy beyond the duration of this agreement and continue to make good faith attempts to hire employees of similar backgrounds to those participating in the First Source Program.
- The contractor as a condition of transfer, assignment or otherwise shall require the transferee to agree in writing to the terms of the employment Agreement.

Upon a determination that a beneficiary or contractor has failed to comply with the terms of this Agreement, the City may impose the following penalties based on the severity of the non-compliance:

- The City of Atlanta may withhold payment from the contractor.
- The City of Atlanta may withhold 10 percent of all future payments on the contract until the contractor is in compliance
- The City of Atlanta may refuse all future bids on city projects or applications for financials assistance in any form from the City until the contractor demonstrated that the First Source requirements have been met, or cancellation of the eligible project.
- The City of Atlanta may cancel the eligible project.

All terms stated herein can be found in the City of Atlanta Code of Ordinances Sections 5-8002 through 5-8005.

The undersigned hereby agrees to the terms and conditions set forth in this agreement.

Contractor

FORM 5



OFFICE OF CONTRACT COMPLIANCE SUBCONTRACTOR CONTACT FORM

List all subcontractors or suppliers(SBE and Non-SBE) that were contacted regarding this project

Name of Sub-Contractor/ Supplier	City Of Atlanta Supplier ID Number	Company Name, Contact Name, Address and Phone Number	City Of Atlanta Business License? (Yes or No)	Type of Work Solicited for	Business Ownership (See Code below)	Certification No. and Expiration Date	Results of Contact

Name of Sub-contractor/ Supplier	City Of Atlanta Supplier ID Number	Company Name, Contact Name, Address and Phone Number	City Of Atlanta Business License? (Yes or No)	Type of Work Solicited for	Business Ownership (see code below)	Certification No. and Expiration Date	Results of Contact

Proponent's Name: _____
Project Name: _____
FC#: _____

Signature: _____
Contact No: _____
Date: _____

EQUAL BUSINESS OPPORTUNITY SUBCONTRACTOR PROJECT PLAN **SUBCONTRACTOR/SUPPLIER UTILIZATION**

List all Majority Owned and Small Business Enterprise (SBE) subcontractors/suppliers, including lower tiers, to be used on this project.

Name of Sub-contractor/ Supplier	Contact Name, Address and Phone Number	City of Atlanta Business License? (yes or no)	NIAC Code	Type of Work to be Performed	Ethnicity of SBE Ownership	SBE Certification No. and Expiration Date	Dollar (\$) Value of Work and Scope of Work	Percentage (%) of Total Bid Amount

Total SBE% _____

(**Note... EBO or DBE certification does not qualify for SBE projects. Proponents must provide copies of subcontractors current certification)

Proponent's Co. Name: _____ Project Name: _____ FC#: _____

Proponent's Contact Number: _____ Signature: _____ Date: _____
(Please Print)

ATTACHMENT NO. 2
REVISED COST PROPOSAL

(Revised Per Addendum No. 1)
Exhibit D
Bid Schedule and Pricing Information for:

FC-7839, CITYWIDE ASBESTOS ABATEMENT

Please state the Total Fixed Rates for the two (2) Groups outline below. This fixed rate shall include all business expenses (e.g., personnel, administrative, training, quality control, etc.) that will be assumed by the Proponent for **asbestos abatement and environmental remediation services** on an as needed basis. These rates should also be the same should any emergency requests be made by the City for additional services rendered

Additionally, provide a detailed narrative for the proposed rates to the City. Submit a detailed justification for your cost rationale, to provide the City with a clear summary of your intentions for future services rendered on behalf of the City.

The City will not consider proposals that are inclusive of any partial pricing. The Proponent is required to submit a fixed rate on all line items for the two (2) Groups, in order to be deemed responsive. The City's intent is to consider multiple awards for the two (2) service groups; at their sole discretion. Awards shall be made after assessing the best value for the overall spend for the various services levels on an as needed bases. Should the City elect to recommend a multiple award, the City shall make assignments for all future requests for services to be rendered as their sole direction.

(GROUP 1) Asbestos Abatement Remediation

Exterior Siding

Including siding detached from structure on ground and/or debris. Containment and/or Removal:

Demolition Project	\$_____per SF
Occupied	\$_____per SF

Roofing

Upon removal of roofing materials contractor will be responsible for covering roof to prevent water damage:

Demolition

All Layers	\$_____per SF
Flashing Materials	\$_____per SF
Shingles	\$_____per SF

Occupied

All Layers	\$_____per SF
Flashing Materials	\$_____per SF
Shingles	\$_____per SF
Covering	\$_____per SF

Floor Covering on Wood Substrate

Demolition Projects

Floor Tile (all layers)	\$_____per SF
Sheet Goods (all layers)	\$_____per SF
Mastic	\$_____per SF

Occupied

Floor Tile (all layers)	\$_____per SF
-------------------------	---------------

Sheet Goods (all layers)	\$_____per SF
Mastic	\$_____per SF

Floor Covering on Concrete Substrate

Demolition Projects

Floor Tile (all layers)	\$_____per SF
Sheet Goods (all layers)	\$_____per SF
Mastic	\$_____per SF

Occupied

Floor Tile (all layers)	\$_____per SF
Sheet Goods (all layers)	\$_____per SF
Mastic	\$_____per SF

HVAC System

Demolition Projects

Pipe Insulation	\$_____per LF
Duct Insulation	\$_____per SF
Tank Insulation	\$_____per SF
Felt Duct Tape	\$_____per LF
Flue Duct (Cement Board)	\$_____per SF
Cement Sheet, Millboard and Paper	\$_____per SF

Occupied

Pipe Insulation	\$_____per LF
Duct Insulation	\$_____per SF
Tank Insulation	\$_____per SF
Felt Duct Tape	\$_____per LF
Flue Duct (Cement Board)	\$_____per SF
Cement Sheet, Millboard and Paper	\$_____per SF

Glazing and Caulks

Demolition

Glazing	\$_____per LF
Exterior Caulk	\$_____per LF

Occupied

Glazing	\$_____per LF
Exterior Caulk	\$_____per LF

Interior Structure

Soundproofing or Decorative Material sprayed on walls or ceilings	\$_____per SF
Patching and Joint Compounds for walls and ceilings and associated drywall systems material	\$_____per SF
Textured Paint on walls and ceilings	\$_____per SF

Portable Storage Container

Residential	\$_____per Day
Building	\$_____per Day

TOTAL FOR GROUP 1 \$_____

AVERAGE FOR GROUP 1 \$ _____

(GROUP 2)

Final Clearance Sampling for Occupied Facilities

Phase Contrast Microscopy Method (PCM) or better

Residential
Building

\$ _____ Lump Sum
\$ _____ Lump Sum

Portable Storage Container

Residential
Building

\$ _____ per Day
\$ _____ per Day

TOTAL FOR GROUP 2 \$ _____

AVERAGE FOR GROUP 2 \$ _____

- **TOTAL FOR BOTH GROUPS 1-2 \$ _____**
- **TOTAL AVERAGE FOR BOTH GROUPS 1-2 \$ _____**

Yes, I agree to honor all of the above-reference Fixed Rates:

Corporate Proponent:
[Insert Corporate Name]

By: _____
Name: _____
Title: _____

**Corporate Secretary/Assistant
Secretary (Seal)**

Date: _____

OR

Non-Corporate Proponent:
[Insert Proponent Name]

By: _____
Name: _____
Title: _____
Date: _____

Notary Public (Seal)
My Commission Expires: _____
Date: _____

(Bid Schedule and Pricing Information)

ATTACHMENT NO. 3
REVISED SCOPE OF SERVICES

EXHIBIT A
SCOPE OF SERVICES FOR:

**FC-7839, CITYWIDE ASBESTOS ABATEMENT AND ENVIRONMENTAL
REMDIATION SERVICES**

1.0 OBJECTIVE

The City of Atlanta (the "City"), Department of Procurement ("DOP") on behalf of the Atlanta Police Department-Code Enforcement Division ("APD") is seeking proposals from qualified firms to conduct asbestos abatement and environmental remediation services on an as needed basis. The services required shall be performed at various locations throughout the City. The City's intent is to consider multiple awards for the various service groups outlined within **Exhibit D-Bid Schedule and Pricing Information**; at their sole discretion.

2.0 BACKGROUND

The Proponent must comply with the requirements of the following regulations governing asbestos removal and disposal:

- U.S. EPA/NESHAP Regulations: 40 CFR, Part 61, Subpart M
- U.S. EPA/AHERA Regulations: 40 CFR, Part 763, Subpart E, G, H, I
- U.S. Department of Labor, OSHA Regulations: 29 CFR 1926.58
- Georgia Asbestos Safety Act Chapter 391-3-14

3.0 MINIMUM REQUIREMENTS

- 3.1 The Proponent must possess and provide written documentation for a minimum of three (3) years of certified asbestos abatement and environmental remediation service experience.
- 3.2 The Proponent must provide written certification with their proposal; from the State of Georgia that he/she is an active, certified and licensed asbestos contractor.
- 3.3 The Proponent must demonstrate the ability to perform asbestos abatement activities by submitting evidence of the successful completion of training courses provided for all employees concerning asbestos abatement. At a minimum, the Proponent shall furnish with their proposal, proof that all employees have received instructions on the dangers of asbestos exposure, on respirator use, decontamination and OSHA regulations. The Proponent must supply a list of names of the employees who have completed the referenced training courses with evidence of successful completion.
- 3.4 The Proponent must provide a minimum of five (5) references, who will be able to confirm their ability to successfully perform asbestos and environmental remediation services. **(Please refer to Section 2-Required Submittals-Form 7).**

3.5 A qualified Proponent must possess and provide a copy with their proposal of written standard operating procedures and employee protection plans. These plan must include specific reference to OSHA medical monitoring and respirator training programs. In addition, the Proponent must be prepared to make available for viewing at the job site, a copy of OSHA regulations at 20 CFR 1926.58 governing asbestos controls and Environmental Protection Agency regulations at 40 CFR Part 61, Subpart M, (NESHAPS) governing asbestos stripping work practices and disposal of asbestos waste.

3.6 The Proponent must respond to a properly executed request for services, in an emergency, within two (2) hours.

3.7 The Proponent must respond to a properly executed routine request for services in ten (10) days and completed within thirty (30) days from date of Notice to Proceed. The City of Atlanta has the sole discretion to reduce the response and completion time to a Notice to Proceed.

4.0 SERVICE DELIVERABLES

4.1 Asbestos Abatement Remediation:

The Proponent shall provide asbestos abatement services in connection with the findings of the asbestos containing materials sampling survey, for the area as directed by the Project Manager. The Proponent shall adhere to the following tasks in completing any asbestos abatement assignment:

- Immediate Notification of GA EPD prior to commencing the work
- Preparation of the affected area prior to the removal of the ACM
- Removal and disposal of the noted asbestos
- Dispose ACM at EPA approved landfill and provides the manifest
- Provide a summary report of all of the abatement activities
- For occupied facilities, include final clearance sampling
- Obtain clearance letter from Asbestos Survey Inspector

All work shall be performed in accordance with the Federal and State Regulations which govern the safe removal and disposal of asbestos containing material. The Proponent shall wear the appropriate protective gear while in the environment of asbestos. The Proponent shall commence the work immediately following the submission of the GA EPD Notification and authorization from the City Project Manager. The abatement process shall be commenced within two (2) business days unless otherwise authorized by the Project Manager. Any furniture within the impacted area shall be identified and upon approval of the Project Manager, be moved to a temporary storage area or container. In the event previously undiscovered asbestos is encountered, the Proponent must notify the City representative so that the Asbestos Survey Inspector is notified for further sampling, quantity and location verification.

4.2 Final Clearance Sampling for Occupied Facilities:

The Proponent shall conduct an air sampling test following the remediation using Phase Contrast Microscopy Method (PCM) or a method that is in accordance with the Federal and State Regulations. Upon completion of the final clearance testing, the Proponent shall submit the sample results report to the Project Manager. Once the Project Manager has approved the report, the Proponent shall return the furniture to the affected area and release the area to the occupant. All work shall be in accordance with all applicable federal, state and local regulations.

4.3 Once a Proponent has been selected, the following actions should be undertaken:

- 4.3.1 Prior to the commencement of any activities that may disturb ACM, the Proponent must submit his/her work plan for review.
- 4.3.2 The submitted plan should be reviewed by an OSHA competent person for conformance to the specifications and regulatory requirements.
- 4.3.3 Copies of required regulatory notifications should be received and on file.
- 4.3.4 Copies of the Proponent's OSHA competent person training certificate should be on file as well as training certificates for all workers engaged in ACM removal operations.
- 4.3.5 Periodic observations of the Proponent's activities should be made by an Owner's representative trained in asbestos abatement and familiar with the Proponent's approved work plan to document and verify that the proper procedures are being used. **Particular attention should be paid to the following:**
 - 4.3.5.1 The Proponent's OSHA competent person is on site at all times during ACM removal operations.
 - 4.3.5.2 ACM removed from any areas are properly containerized and labeled.
 - 4.3.5.3 No visible emission (dust) is observed during removal operations.
 - 4.3.5.4 Proponent's personnel have donned the proper personal protective equipment (PPE).
 - 4.3.5.5 Air monitoring is being performed in accordance with the work plan, if necessary for occupied facilities.
 - 4.3.5.6 Copies of all disposal manifests (ACM and other debris disposal) should be received prior to final acceptance.

4.4 Payment and Invoicing Procedures:

- 4.4.1 All work requests will be issued to the Proponent by work orders. All work performed must be invoiced and itemized per the pricing on the finalized bid sheet, referencing the work order number issued. No work shall be performed without a work order number assigned and no invoices will be processed without a referenced work order and purchase order number;
- 4.4.2 Project invoices are to be submitted listing only the exact services performed on the site. All work must be performed to the satisfaction of the Project Manager or payment will not be authorized; and
- 4.4.3 The Proponent must furnish written estimates when called upon for work on an as needed basis, based on rates proposed and or negotiated, at no additional cost to the City.